

**MEMORANDUM**

**To:** Board of Regents

**From:** Board Office

**Subject:** Revision to the Professional and Scientific Classification System –  
University of Iowa

**Date:** December 4, 2003

**Recommended Action:**

Approve the following revision to Professional and Scientific Classification System at the University of Iowa.

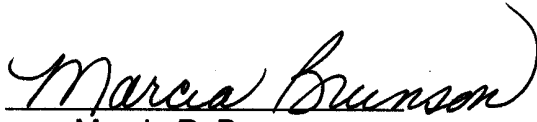
---

**Executive Summary:**

- |                               |   |
|-------------------------------|---|
| Policy Manual Requirement     | <ul style="list-style-type: none"><li>• <u>Regent Policy Manual</u> §4.03 requires that the changes to the institutional professional and scientific classification plans involving the addition, deletion or changes to titles or pay grades be approved by the Board prior to implementation.</li></ul>   |
| Proposed Revisions            | <ul style="list-style-type: none"><li>• The University of Iowa is proposing a pay grade and title change for an existing classification as detailed below.</li></ul>  |
| State law on comparable worth | <ul style="list-style-type: none"><li>• The pay grade assignment of the new classification has been made through application of the University's job evaluation instrument. This instrument, through a point factor system, evaluates classifications on skill, effort, responsibility and working conditions. This is done in compliance with the state law on comparable worth (Iowa Code §70A.18).</li></ul> |
-

**PAY GRADE CHANGE and TITLE CHANGE**

TITLE	PAY GRADE	COMMENTS
<u>From:</u> Director of Personnel Services  <u>To:</u> Senior Associate Director of Human Resources	<u>From:</u> Grade 16 (\$65,248 – \$118,755) <u>To:</u> Grade 15 (\$60,317– \$109,746)	The University is requesting a pay grade change in this vacant position. Historically, this classification has been used to define the second highest-ranking position in the central human resources area of the University. Given the reorganization in this area in the past few years and after analysis of the expected duties and responsibilities, it is more appropriate to classify the second highest-ranking position at a Grade 15.

  
Marcia R. Brunson

proved:   
Gregory S. Nichols